TOWN OF SIMSBURY

Bid Number: CP&R 2020-

DEPARTMENT OF PARKS & RECREATION 933 HOPMEADOW STREET SIMSBURY, CT 06070

INVITATION FOR BID

FOR

PAINTING IMPROVEMENTS AT SIMSBURY FARMS CLUBHOUSE W.SIMSBURY, CT 06092

The Town of Simsbury is soliciting bids for PAINTING IMPROVEMENTS AT THE SIMSBURY FARMS GOLF COURSE'S RUSSEL SHAW CLUBHOUSE. The scope of work includes furnishing all labor, materials, and equipment necessary to complete the exterior painting of the Simsbury Farms Russell Shaw Clubhouse. This project includes surface preparation to include power washing all areas to be painted or stained to remove all mildew and residue and sanding as needed. Surface preparation to also include repair of broken cedar shingles. Application of one coat of an oil type semi-transparent stain via brush and roller to all wood shingles and vertical cedar siding. Application of one coat of latex soft gloss paint to fascia / soffits, rake boards, trim, metal doors/frames and metal railings. This project includes properly preparing all surfaces for stain and paint as specified in the Specifications to achieve a uniform finish. See attached paint specs. (Equivalent or Equal to will be accepted)

All work will be done Monday through Friday. No work shall be performed on State or Federal holidays unless with prior approval from the Director of Culture Parks and Recreation.

Sealed proposals will be accepted by Amy Meriwether, Director of Finance, Town of Simsbury, 933 Hopmeadow Street, Simsbury, CT 06070 until 10:00 a.m., Friday, October 9, 2020.

Specifications and bidding documents may be obtained electronically via the Town's web site at the following link: http://www.simsbury-ct.gov/finance/pages/public-bids-and-rfp. Bid documents will not be mailed or faxed.

STANDARD INSTRUCTIONS TO BIDDERS

PAINTING IMPROVEMENTS AT SIMSBURY FARMS CLUBHOUSE W.SIMSBURY, CT 06092

1. Project Overview:

• Power wash the exterior wood to remove all mildew and residue. Allow to dry completely. Sand where necessary.

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- Apply one coat of an oil type semi-transparent stain via brush and roller application to all wood shingles and vertical cedar siding.
- All fascia/soffits and rake boards shall receive one coat of latex soft gloss trim paint.
- Metal doors and frames shall receive one coat of an oil type semi gloss trim enamel.
- Wood round columns shall receive one coat of latex soft gloss enamel.
- Trim around all windows and vents will receive one coat of latex soft gloss trim paint.
- Care shall be taken to protect all areas not scheduled for painting.

See paint specifications at the end of this document

2. Work Hours and Staffing:

The Simsbury Farms Clubhouse will remain open during the painting process. As part of the bid submission, the Contractor is responsible for submitting a proposal stating the hours they wish to work, the number of employees needed for this project and the total number of working days to complete the project.

3. Key Event Dates:

Invitation to Bid Issued

Pre-Bid Conference

Monday, October 5, 2020 9:00am

Bids Due

Friday, October 9, 2020 10:00am

Commencement of Work With thirty (30) calendar days of Notice to Proceed

4. Bid Submission Instructions:

A. One (1) original and one (1) copy of all bids must be submitted in a sealed envelope with the bidder's name on the outside of the envelope and clearly marked "Sealed Proposal for Town of Simsbury – PAINTING IMPROVEMENTS AT SIMSBURY FARMS GOLF COURSE'S RUSSELL SHAW CLUBHOUSE. If forwarded by mail or courier, the sealed envelope must be addressed to "Amy Meriwether, Director of Finance, Town of Simsbury, 933 Hopmeadow Street, Simsbury, CT 06070". Bids must be at the Town Hall prior to 10:00 am, on Friday, October 9, 2020. Postmarks are NOT an acceptable waiver of this policy.

B. Ditto marks or words such as "SAME" must not be used for the bid to be considered.

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- C. All information must be submitted in ink or typewritten. Errors, alterations or corrections must be shown on both the original and all required copies, each of which must be initialed by the person signing the bid.
- D. Bids are considered valid for ninety (90) days after bids are opened. Bidders may not withdraw, cancel or modify their bid during this ninety (90) day period after bids are opened.
- E. An authorized person representing the legal entity of the bidder must sign bids.
- F. The inability to meet any specified requirement(s) must be stated in writing and attached to the bid form, or written on the bid form. If no exceptions are noted, it shall be assumed that the terms of the Invitation to Bid have been accepted.
- G. The Town of Simsbury reserves the right to waive any minor informality in a bid when such a waiver is in the best interest of the Town.

5. Questions:

Any questions about this project shall be directed to: Mr. Thomas Tyburski Director of Culture, Parks and Recreation by fax (860) 408-9283, email at ttyburski@simsbury-ct.gov, or by mail to the Culture, Parks and Recreation Department, 933 Hopmeadow Street Simsbury, CT 06070. To receive consideration, such questions must be received at least five (5) business days before the established date for receipt of bids. No oral interpretations shall be made to any respondent as to the meaning of any of the bid documents. Every request for an interpretation shall be made in writing.

The Town will respond to all appropriate questions via an addendum. Such addenda will become part of this Invitation to Bid and the resulting contract. At least three (3) days prior to the receipt of bids, the Town will post a copy of any addenda to its website, located at: http://www.simsbury-ct.gov/finance/pages/public-bids-and-rfp. It shall be the responsibility of each bidder to determine whether addenda have been issued, and if so, to download copies directly from the Town's website.

6. Measurement and Payment

All work will be paid as provided in the Bid Form for all work, including labor and materials, to complete the services described in this Invitation to Bid. Progress payments will be made monthly. No payments will be made for mobilization or materials.

The Contractor shall be responsible for all measurements and counts needed to provide pricing for the "Base Bid" and "Alternates 1" and 2" areas.

Payment for painting areas labeled as "Base Bid" on the plans and in the Schedule of Prices shall be a lump sum amount. The price stated is full compensation for materials, labor, equipment, and incidental work necessary to complete the, priming, staining and painting of all wood shingles, vertical siding, fascia/soffit, rake boards, metal doors and frames and wood columns.

7. Presumption of Bidder Being Fully Informed:

At the time the first bid is opened, each bidder is presumed to have read and is thoroughly familiar with all bidding documents, as well as, all contract documents for this project. Failure or omission of the bidder to receive or examine any documentation or information concerning this bid shall in no way relieve any bidder from obligations with respect to their bid.

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8. Pre-Bid Conference:

A NON-<u>MANDATORY</u> Pre-Bid Site Visit will begin at the site at the Russell Shaw Clubhouse, 100 Old Farms Road, West Simsbury, CT 06092 on Monday, October 5, 2020, at 9:00am local time. Attendance is not mandatory.

9. Interpretation of Acceptable Work:

The specifications, bidding and contract documents are to be interpreted as meaning those acceptable to the Town of Simsbury. The Town will issue any substantive changes or interpretations in writing as an addendum.

10. Tax Exemptions:

The bidder shall be aware that the Town of Simsbury is exempt from Federal Excise Taxes and Connecticut Sales and Use Taxes. Appropriate tax-exempt forms will be provided to the successful bidder(s) as part of the contract award process.

11. Insurance Requirements:

The firm must carry insurance under which the Town is named as an additional insured, as follows:

Such insurance must be by insurance companies licensed to write such insurance in Connecticut against the following risks with the following minimum amounts and minimum durations.

- A. Workman's Compensation, as required by State Statute & \$100,000 employers liability limit.
- B. Public Liability, Bodily Injury Liability and Property Damage Liability as follows:

Injury or death of one person: \$2,000,000

Injury to more than one person in

a single accident: \$1,000,000
Property damage in one accident: \$1,000,000
Property damage in all accidents: \$1,000,000
Excess/Umbrella Liability: \$1,000,000

C. Automobile and Truck (Vehicular) Public Liability, Bodily Injury Liability and Property Damage Liability as follows:

Injury or death of one person: \$1,000,000

Injury to more than one person in

a single accident: \$1,000,000 Property damage in one accident: \$1,000,000 Property damage in all accidents: \$1,000,000

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Insurance under B, and C above must provide for a 30 day notice to the Town of cancellation/or restrictive amendment.

Insurance under B and C above must be for the whole duration of the contract and for twelve (12) months after contract completion by the Town.

Subcontractors must carry A, B, and C in the same amounts as above for the duration of the project and until contract completion by the Town.

Certificates of insurance must be submitted to the Director of Culture, Parks and Recreation prior to the signing of the contract and within ten days of notification of award of contract. Should any insurance expire or be terminated during the period in which the same is required by this contract, the

Director of Culture, Parks and Recreation shall be notified and such expired or terminated insurance must be replaced with new insurance and a new certificate furnished to the Director of Culture, Parks and Recreation.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract.

12. Substitution for Name Brands:

Not applicable

13. Awarding the Bid:

The Town reserves the right to accept any bid or any part of bids, to reject any, all, or any part of bids, and to waive formalities and informalities in the bidding process. The Town at its discretion will award the bid to the lowest responsible bidder. That bidder is the person or firm who is qualified and competent to do the work, whose past performance is satisfactory to the Town, and whose bid documents comply with the procedural requirements stated herein. The Town reserves the right to award this bid to more than one bidder, if determined to best suit the needs of the Town. Alternates will be awarded if deemed to be in the best interest of the Town. Alternates are independent and neither, one or both may be awarded.

14. Rejection and/or Cancellation of Bids:

The Town reserves the right to reject or cancel any and all bids, or any part of any or all bids, if such action is deemed to be in the best interest of the Town.

15. Delivery Arrangements:

Not applicable

16. Bid Bond:

Not applicable

17. Performance Bond:

Not applicable

18. W-9 Form

The successful bidder must provide the Town of Simsbury with a completed W-9 Form prior to commencing work.

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19. Submittals:

The Bidder shall, as soon as practicable, but not exceed fifteen (15) calendar days, after notification of selection of the award of the bid, furnish to the Owner, in writing the following:

- A. Designation of the Work to be performed by the Contractor's own forces
- B. Proposed hours of work and number of employees needed
- C. Submittal items listed in the Specifications

20. Agreement Documents:

The Agreement Documents are defined as:

- The Standard Instructions to Bidders
- The Agreement as executed
- The General Specifications
- Any Addenda, if issued

21. Term of Contract:

The Town requires all Work to be completed within seventy-five (45) days of notice to Proceed.

END OF STANDARD INSTRUCTIONS TO BIDDERS

BID FORM PAINTING IMPROVEMENTS AT SIMSBURY FARMS CLUBHOUSE

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Pursuant to and in compliance with the "Invitation to Bid" and Standard Instructions to Bidders relating thereto, the undersigned, having visited the sites and carefully examined all Bidding Documents and complete General Specifications together with all Addenda issued and received prior to the scheduled closing time for receipt of Bids, hereby offers and agrees as follows:

- To provide all labor, materials, equipment, hauling, disposal and anything else reasonably necessary to complete all work per the attached specifications.
- If awarded this Contract, we will execute a Contract with the Town of Simsbury

In submitting this BID, the BIDDER acknowledges that:

- 1. Each bid price includes all labor, materials, equipment, transportation, hauling, disposal, overhead, fees and insurances, profit, and all other costs to cover the finished work called for regarding the specified section of Town as stated in the Contract Documents. No additional payment of any kind in the form of a surcharge will be made for work accomplished under the bid prices, as bid.
- 2. No representation of warranty has been made by the OWNER that the estimated quantities used for comparison of BIDS will even approximate the actual quantities required to satisfactorily complete the WORK required under this CONTRACT.
- 3. Upon receipt of written notice of acceptance of this BID by the OWNER, the BIDDER shall execute the CONTRACT attached to these documents within ten (10) calendar days and other documents as required in these documents.
- 4. In regard to all conditions affecting the WORK to be done and the labor and materials to be furnished, this BID is based solely on the BIDDER'S investigations and findings and neither the OWNER nor its officers, employees or agents shall be held responsible for the accuracy of, or be bound by any information contained in these Contract Documents.

Submitted By:					
·	Company		Phone		
	Street	City	Zip		
Authorized Sig	nature:				
		nature	Printed Name		

BID FORM SCHEDULE OF PRICES PAINTING IMPROVEMENTS AT SIMSBURY FARMS CLUBHOUSE

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ITEM NO.	ITEMS OF WORK	ESTIMATED	UNIT	BID UNIT PRICE	EXTENDED AMOUNT
		QUANTITIES			
1	Staining - Wood	All wood siding	Lump Sum		
	Shingles/vertical cedar				
	siding – Base Bid				
2	Power Wash & Surface	All areas to be	Lump Sum		
	Preparation – Base Bid	stained or			
		painted			
3	Paint - Round Wood	15 Columns	Lump Sum		
	Columns		_		
4	Wood/Window Trim,	All areas	Lump Sum		
	Smooth wood, soffits,		_		
	fascia and rake boards				

CONTRACTOR'S SIGNATURE:_

ALTERNATE ITEM PRICES

ITEM NO.	ITEMS OF WORK	ESTIMATED	UNIT	BID UNIT PRICE	EXTENDED AMOUNT
		QUANTITIES			
1	Alternate 1- Staining	All wood siding			
	Second coat on all cedar				
	shingles				
2	Alternate 2 – Metal	All Metal doors			
	Doors and Trim				
3		All			
	Alternate 3 - Handrails				

CONTRACTOR'S SIGNATURE:

^{*} The number given is the clause number in the Specifications which defines the payment for the ITEM

^{**} The Bidder is requested to fill in computed "Amount": In cases of discrepancy between Unit Prices Bid written in words and the Unit Prices Bid written in figures, the Unit Prices Bid written in words will govern. In case of a discrepancy between the unit prices bid and amount, the Unit Prices will govern.

BID FORM

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WORK HOURS, STAFFING AND SCHEDULE

PAINTING IMPROVEMENTS AT SIMSBURY FARMS CLUBHOUSE

PROPOSED HOURS OF WORK:

DAY	PROPOSED HOURS
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

NUMBER OF EMPLOYEES NEEDED:	
TOTAL NUMBER OF WORKING DAYS TO COMPLETE PROJECT:	

BID FORM PAINTING IMPROVEMENTS AT SIMSBURY FARMS CLUBHOUSE

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All payments for work completed for this bid shall comply with Section 2 of the CONTRACT. No payments will be made for mobilization, materials or any other costs.

IF A SOLELY OWNED COMPANY: Company Name Address Town By (Authorized Signature) Title ____Date____ IF A CORPORATION OR LIMITED LIABILITY COMPANY: A corporation or limited liability company organized under the laws of , composed of officers as follows: President Secretary Vice President Treasurer IF A PARTNERSHIP: A partnership doing business under the firm name and style of , composed of partners as follows: Name & Title (if any) Name & Title (if any) Name & Title (if any) Name & Title (if any)

This Bill must bear the written signature of the BIDDER. If the BIDDER is a partnership, the Bid must be signed by a partner. If the BIDDER is a corporation or limited liability company, the Bid must be signed by a duly authorized officer of such corporation or Limited Liability Company.

BIDDER'S QUALIFICATIONS STATEMENT

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The BIDDER shall answer all of the following questions, as part of the Bid, so that the OWNER can judge the BIDDER's ability, experience and facilities for performing the proposed work.

1.	Name of BIDDER:
2.	Bidder's Tax Identification Number:
3.	What year was company organized/formed?
4.	How many years has the BIDDER been engaged in business under the present firm or trade name?
5.	What is the general character or type of work you perform?
6.	Has a claim ever been brought in court or to arbitration against the BIDDER for failure to complete any contracted work or default on a contract?
	If yes, explain with whom and why:
7.	For other similar projects you have under contract at the present time: Attach list with description of work; the name of the client/owner with telephone number; and the approximate value of the work to be performed.
	<u>NOTE:</u> The BIDDER is required to have <u>completed a minimum</u> of five (5) similar projects (services to other similar sized municipalities) as a demonstration of competency and experience for the project proposed herein. Such projects are to be listed below.
8.	Attach a list of <u>all</u> projects that your present organization has completed within the past ten years or is presently working on, including name of project, owner and name and telephone number of the owner's representative.
	Indicate the number of pages attached:pages
9.	Attach a list of the names, addresses and the background/experience of all principal or key members of the BIDDERS organization, including its officers.
	Indicate the number of pages attached:pages

NOTE: If requested, the BIDDER agrees to furnish the OWNER with a detailed financial statement and other relevant information that may be required by the Town of Simsbury to properly evaluate the qualifications of the BIDDER.

PROPOSED SUBCONTRACTORS

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BIDDER intends to utilize the following subcor	ntractors on this project:
If none, write "None" here:	
NAME AND ADDRESS OF SUBCONTRACTOR	DESCRIPTION OF WORK:
1.	
2.	
3.	
4.	
5.	
6.	

NON-COLLUSION AFFIDAVIT OF BIDDER

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Sta	ate of, County of, being first	
du	ly sworn, disposes and says that:	
1.	He is the owner, officer, representative or agent of:the BIDDER that has submitted the attached BID;	
2.	The attached BID is genuine; it is not a collusive or sham BID.	
3.	He is fully informed respecting the preparation, and contents of, and knowledgeable of all pertinent circumstances respecting the attached BID.	
4.	Neither BIDDER nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other bidder, firm or person to submit a collusive or sham BID in connection with the AGREEMENT for which the attached BID has been submitted or to refrain from bidding in connection with any contract, or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other bidder, firm or person to fix the price or prices in the attached BID or of any other bidder, or to fix any overhead, profit or cost element of the BID prices or the bid price of any other bidder, or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the Town of Simsbury or any other person interested in the proposed AGREEMENT.	
5.	The price(s) quoted in the attached BID are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the BIDDER or any of its agents, representatives, owners, employees, or parties in interest, including this affiant; and	
6. That no elected or appointed official or other officer or employee of the Town of Simsbi is directly or indirectly interested in this BID, or in the supplies, materials, equipment, labor to which it relates, or in any of the profits thereof.		
	(Signed)	
	(Name of Bidder)	
Su	abscribed and sworn to before me thisday of, 2020	
— М;	Title y Commission expires, 20	

STATEMENT OF BIDDERS COMPLIANCE WITH EQUAL EMPLOYMENT OPPORTUNITY LAW AND REGULATION INCLUDING EXECUTIVE ORDER NO. 3

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This statement must be completed by the Bidder and shall accompany his bid for this project.

I IS HEREBY CERTIFIED THAT:	
NAME OF BIDDER:	
BUSINESS ADDRESS:	
To the extent required by law, the Bidder has complied on past Contracts and will fully comply on this project with all applicable laws and regulation regarding equal employment opportunities for minorities and women, and;	
Has_ has notpreviously performed work under the conditions of the Governor's Executive Order No. 3 of the State of Connecticut, or any preceding similar Executive Order with regards to Non-Discrimination.	
Signature	
Title	
Subscribed and sworn to before me thisday of, 2020	
Title	
My Commission expires , 20	

IMPORTANT: THIS STATEMENT MUST BE SUBMITTED WITH BID

END OF SECTION

EXTERIOR CLUB HOUSE PAINTING/STAINING SPECIFICATIONS

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Equal or equivalent may be accepted.

- A. Smooth Wood and Wood Trim: Provide the following finish systems over smooth wood window and door trim, soffits, fascia, siding and other smooth, exterior wood surfaces:
 - 1. Medium-Shade, Semi-gloss, Acrylic-Enamel Finish: 2 finish coats over a primer.
 - a. **Primer:** exterior, acrylic-latex primer applied at spreading rate recommended by the manufacturer to achieve a total dry film thickness of not less than 1.4 mils.
 - i. Devoe: 1102 All-Weather Exterior Alky
 - ii. Devoe: 1102 All-Weather Exterior Alky
 - iii. Moore: Moorwhite Primer #100.
 - iv. PPG: 72-1 Sun-Proof Exterior House & Trim Wood Primer Flat-Latex.
 - v. P&L: S/D 1002 Suprime "2" Exterior Latex Wood Primer.
 - b. **First and Second Coats:** Semi-gloss, waterborne, exterior, acrylic-latex enamel applied at spreading rate recommended by the manufacturer to achieve a total dry film thickness of not less than 2.4 mils (0.061 mm).
 - i. Devoe: 17XX Wonder-Shield Semi-Gloss Exterior Acrylic Latex House and Trim Paint.
 - ii. Glidden: 6600 Series Spread Ultra Exterior Gloss Latex House & Trim Paint.
 - iii. Moore: MoorGlo Latex House & Trim Paint #096.
 - iv. PPG: 78 Line Sun-Proof Semi-Gloss Acrylic latex House and Trim Paint.
 - v. P&L: Z/F 3100 Series Aqua Royal Latex House & Trim Finish.
- B. Stained Wood: Provide the following stain finish systems over exterior wood:
 - 1. Flat Acrylic Finish: One-coat, waterborne, semitransparent, penetrating wood stain.
 - a. **First Coat:** Semitransparent, exterior, acrylic-latex, wood stain applied at spreading rate recommended by the manufacturer.
 - i. Devoe: 91XX All-Weather Waterborne Semi-Transparent Stain.
 - ii. Glidden: 9600 Series Endurance Water-Repellent Long-Life Semi- Transparent Oil/Acrylic Stain
 - iii. Moore: Moorwood Acrylic Semi-Transparent Stain #93
 - iv. PPG: Rez TT-460 Exterior Semi-Transparent Latex Stain.
 - v. P & L: Z 87 STAINShield Penetrating Latex Rustic Stain

- 2. Flat Alkyd Finish: One-coat, semitransparent, exterior, alkyd, penetrating wood stain
 - a. **First Coat:** Semitransparent, exterior, alkyd/oil wood stain applied at spreading rate recommended by the manufacturer.
 - i. Devoe: 90XX AII-Weather Water Repellent Alkyd Semi-Transparent Stain.

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- ii. Glidden: 9721 Line Endurance Oil Semi-Transparent Stain.
- iii. Moore: Moorwood Semi-Transparent Stain and Wood Preservative 081.
- iv. PPG: TT-860, Rez Extelior Water Repellent Semi-Transparent Oil Stain, 900 Series.
- v. P & L: C 30097 STAINShield Penetrating Oil Rustic Stain.
- vi. S-W: Semi-Transparent Wood Preservative Stain A-14 Series.

C. Zinc-Coated Metal: Provide the following finish systems over exterior zinc-coated (galvanized) metal surfaces:

- 1. Low-Luster Finish: 2 finish coats over a galvanized metal primer.
 - a. Primer: Galvanized metal primer applied at spreading rate recommended by the manufacturer to achieve a total dry film thickness of not less than 1.2 mils.
 - i. Devoe: 8502/8520 Mirrol3c Interior/Exterior Waterborne Flat DTM Primer and Finish.
 - ii. Glidden: 5205 Glid-Guard Tank & Structural Primer, Red.
 - iii. Moore: Ironclad Galvanized Metal Latex Primer #155.
 - iv. PPG: 00-709 Pitt-Tech One Pack Interior/Exterior Primer/Finish DTM Industrial Enamel.
 - v. P & L: ZIF 1003 Suprime "3" Interior/Exterior Latex Metal Primer.
 - b. First and Second Coat: Low-luster (eggshell of satin), exterior, acrylic-latex paint applied at spring rate recommended by the manufacturer to achieve a total dry film thickness of not less than 2.8 mils.
 - i. Devoe: 16XX Wonder-Shield Exterior Acrylic Latex Satin House and Trim Paint.
 - ii. Glidden: 6700 Series Spread Ultra Exterior Satin latex House and Trim Paint.
 - iii. Moore: MoorGard Latex House Paint #103.
 - iv. PPG: 76 Line Sun-Proof Exterior House & Trim Acrylic Satin
 - v. P & L: ZJF 4200 Series Accolade Exterior Eggshell

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